



## SUBJECT INFORMATION PACK

## TEACHER OF BUSINESS STUDIES

Full Time  
or Part Time  
(0.6 minimum)

# Join an Outstanding Team!

## Our Team

The Business, ICT and Media faculty has grown significantly in popularity over the past five years, now with 75% of our examination students studying at least one subject from the faculty. We are so proud of the popularity of our subjects and our students' enthusiasm for this. This can be attributed to the positive learning experiences that they have. We work collaboratively as a team to ensure students develop a broad and thorough understanding of our subjects. Our ethos is based on the sharing of resources and teaching practices, within and across the subjects, so that our students experience consistently outstanding learning.

## The Post

This is an exciting opportunity for an engaging and confident **Teacher of Business Studies** to join this thriving school from Easter 2025. For the successful candidate we can offer the opportunity to join a collaborative team with highly experienced teachers and leaders working in the faculty. We continue to achieve excellent grades across all the subjects and year groups within the faculty, but there is always room for progress of which our successful candidate will play a pivotal part. We are looking for an inspirational, energetic and reflective individual who is passionate about developing excellent levels of engagement attainment and achievement across the board.

We are primarily looking for an applicant who can teach Business Studies at KS4 and KS5, however the ability to teach computing, IT or Media would also be of interest to us.

## Our Curriculum

**Business Studies** - At Key Stage 4 and 5 the school offers a vocational pathway offering a BTEC Tech Award at Key Stage 4 and the BTEC National at Key Stage 5. Business is a popular subject and at both levels student outcomes are above National averages with a large proportion of students at Key Stage 5 going on to continue their study of the subject at University.

## Our Facilities

The faculty has excellent facilities and is located in the Technology Learning Centre, which we share with the Art and Design Technology Team. Our classrooms have recently been refurbished and modernised. We have 4 dedicated ICT suites, all well equipped with relevant software, as well as two classrooms. In addition to this, there is access to two further ICT suites in the Technology Learning Centre.

Each room is equipped with a projector and each member of teaching staff has a laptop.

We are proud of being part of the Latimer team: if you share our passion and enthusiasm, we would love you to apply for this post!

## Job Description—Teacher of Business Studies

Role: Teacher of Business Studies

Line Manager: Progress Leader: Business, Computing and Media

Direct Reports: None

Scale: TMS / UPS

### General Responsibilities

- To teach Business Studies and carry out the specific responsibilities of the role as contained in the School Teachers' Pay and Conditions document.
- To be a form tutor and to carry out the specific responsibilities of the role.

### Specific Responsibilities

#### **Classroom Teacher**

To fulfil and maintain the Teaching Standards by:

- Understanding and being fully committed to the duties and responsibilities in relation to child protection and safeguarding young people;
- Demonstrating consistently high standards of personal and professional conduct;
- Setting high expectations which inspire, motivate and challenge students;
- Demonstrating good subject and curriculum knowledge;
- Planning and teaching well-structured lessons to a range of age groups and abilities, ensuring that all students make outstanding progress;
- Managing behaviour effectively to ensure a good and safe learning environment in which students can learn effectively;
- Making accurate and productive use of assessment to track the progress of each individual student in timetabled groups and intervene to narrow the gap where progress starts to fall behind;
- Fulfilling wider professional responsibilities by contributing to department and whole school improvement;
- Communicating and consulting effectively with relevant stakeholders;
- Attending meetings as set out in the published meeting cycle.

#### **Form Tutor**

- To lead a tutor group and be responsible for the delivery of tutor time activities in accordance with the published schedule and as directed by the House Leader;
- To encourage tutees to comply with Latimer core values;



### **Form Tutor**

- To encourage the student voice and develop a Form and House ethos that is in harmony with our core values;
- To encourage high levels of attendance, and support students to improve;
- To provide relevant information, advice and guidance to tutees.

### **Other**

- To undertake any other reasonable duties as directed by the Principal.

## Person Specification—Teacher of Business Studies

| <b>SELECTION CRITERIA (no priority order)</b>  |                  |                  |  |
|--|------------------|------------------|--|
| <b>Qualifications</b>  | <b>Essential</b> | <b>Desirable</b> | <b>Method of Assessment</b>              |
| Qualified Teacher Status (gained or pending) / Honours Degree relevant to the subject  | X                |                  | Application form - verified at interview |
| High standard of literacy  | X                |                  | Application form                         |
| <b>Commitment to Safeguarding</b>  | <b>Essential</b> | <b>Desirable</b> | <b>Method of Assessment</b>              |
| Motivation to work with children and young people  | X                |                  | Application form/Reference/Interview     |
| Commitment to, and belief in, the equal value of all students  | X                |                  | Application form/Reference/Interview     |
| Ability to form and maintain appropriate relationships and personal boundaries with children and young people                    | X                |                  | Application form/Reference/Interview     |
| Ability to raise the self-esteem and expectations of children and young people   | X                |                  | Reference/Interview                      |
| Emotional resilience in working with challenging behaviours and attitudes to the use of authority and maintaining discipline     | X                |                  | Application form/Reference/Interview     |
| <b>Teaching and Learning</b>   | <b>Essential</b> | <b>Desirable</b> | <b>Method of Assessment</b>              |
| Proven track record of outstanding Business Studies teaching or evidence of outstanding practice during training                 | X                |                  | Application form/Interview               |
| Knowledge and understanding of the curriculum requirements for the subject   | X                |                  | Application form/Interview               |
| Experience of teaching Business Studies at Key Stage 4 and 5   | X                |                  | Application form                         |
| Experience of teaching IT at Key Stage 3, 4 and 5  |                  | X                | Application form                         |
| Experience of teaching Media at Key Stage 4 and 5  |                  | X                | Application form                         |
| Proven track record of strong and effective behaviour management strategies  | X                |                  | Application form/Interview               |
| Excellent ICT skills   | X                |                  | Interview                                |
| Experience of being, or willingness to be an examination marker now or in the future   |                  | X                | Application form/Interview               |
| Strong ability to analyse data and use it purposefully to inform planning in order to have a positive impact on student outcomes | X                |                  | Application form/Interview               |
| <b>Interpersonal Skills</b>  | <b>Essential</b> | <b>Desirable</b> | <b>Method of Assessment</b>              |
| Ability to communicate effectively and relate well to all stakeholders   | X                |                  | Application form/Reference/Interview     |
| Willingness to contribute to extra-curricular activities   | X                |                  | Application form/Interview               |
| Ability to work as part of a team  | X                |                  | Application form/Interview               |
| <b>Personal Qualities / Skills</b>   | <b>Essential</b> | <b>Desirable</b> | <b>Method of Assessment</b>              |
| Creativity, energy and enthusiasm  | X                |                  | Interview                                |
| Evidence of working effectively under pressure   | X                |                  | Interview                                |
| Good sense of humour   | X                |                  | Application form/Interview               |